

DEPARTMENT OF THE ARMY  
79th Ordnance Battalion (EOD)  
52d Ordnance Group (EOD)  
Fort Sam Houston, Texas 78234-5056

AFOD-B

11 July 2001

MEMORANDUM FOR See Distribution

Subject: Policy Letter 8, Wear and Appearance of Army Uniforms and Insignia

1. Reference. AR 670-1 dated 1 Sep 92, with changes.
2. Purpose. The establishment of policy and standards for the wear and appearance of military uniforms and insignia within the 79th Ordnance Battalion (EOD).
3. General. Discipline within a unit is judged, in part, by the manner in which individuals wear their uniforms as prescribed by regulation. A neat and well-groomed appearance by soldiers is fundamental to the building of pride and esprit-de-corps, a vital ingredient of the Army's strength and essential to the military's overall effectiveness. Commanders, Officers, First Sergeants and Noncommissioned Officers are responsible to ensure personnel under their command and control present a neat and orderly appearance. All soldiers should take pride in their appearance and project a positive image to their peers, subordinates and the civilian community that leaves no doubt they live by a common military standard and are responsible to military order and discipline.
4. The following subparagraphs outline policies and standards for the wear and appearance of military uniforms and insignia by personnel assigned or attached to the 79th Ordnance Battalion (EOD) and its subordinate units. The policies and standards established by this memorandum do not negate those set forth in AR 670-1, but rather supplement them to meet the higher standards and mission of the 79th Ordnance Battalion (EOD).
  - a. Duty uniform. The duty uniform for routine duty is the Class C, Battle Dress Uniform (BDU) with hat; brown T-shirt; appropriate rank insignia; US Army and name tapes; current unit of assignment shoulder sleeve insignia; former wartime service shoulder sleeve insignia (FWS-SSI), if authorized; black leather combat, black canvas jungle or green canvas jungle boots. Hats will be of the same material as that of the BDU worn. Boots will be highly shined on a daily basis. Exceptions to this policy will be as prescribed by unit commanders for the purpose of official functions or inspections.
  - b. Personal Appearance. Soldiers will present a neat, well-groomed personal appearance on a daily basis as directed in AR 670-1, paragraph 1-7. Commanders, First Sergeants and first line supervisors will routinely evaluate individual soldier's appearance and take corrective actions as necessary.

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c. Hair. All soldiers will conform their hairstyles to the standards set forth in AR 670-1, paragraph 1-8. Hairstyles will not present a faddish nor radical appearance. First Sergeants will routinely assess soldiers' hairstyles to determine compliance with the established standards and to determine the fit of individual protective masks (ProMask). Inability to fit and seal the ProMask due to extreme hairstyle, or bulk of hair, does not meet the standards or intent of the regulation and presents an unacceptable risk to the soldier and the Army. Individuals with hairstyles precluding appropriate fitting and wearing of their ProMask will immediately alter their hairstyle to allow for the proper fit.

d. Fingernails. Safety is of paramount importance in the Army. Excessive lengths of fingernails present a safety hazard to individuals and to those working around them. This includes weapons firing, working with explosives, electrical components and personal chemical defense where the inability to don personal protective gloves is restricted due to the length of the fingernail or the fingernail puncturing the overgloves. UP AR 670-1, paragraph 1-8, fingernails are limited to a length not to exceed 1/16th of an inch when measured from the tip of the finger. This standard is established to eliminate unnecessary risks and safety concerns.

e. Uniform fit and appearance. All personnel will present a high standard of dress and appearance. Uniforms will be clean, well maintained and serviceable as specified in AR 670-1, paragraph 1-9. Commanders, First Sergeants and first line supervisors will routinely assess individual uniforms for appropriate appearance and compliance with established standards. First Sergeants will conduct semi-annual in rank inspections of the Class A, Class B and Class C Army uniforms.

f. Wear of the Regimental Distinctive Insignia. UP AR 670-1, para 27-21g, the wear of the individual's Regimental Distinctive Insignia (RDI), is mandatory for all occasions of wear of the Army Class A and Class B service uniforms.

g. Wear of Individual Decorations/Awards, Unit Awards, US Badges/Special Skill Badges and Marksmanship badges will be IAW AR 670-1, paragraphs 28-7, 28-11, 28-13, 28-16, and 28-17. Individuals authorized Combat/Expert Infantry Badges, Airborne Wings, Air Assault Badge, Explosive Ordnance Disposal (EOD) Badges or Aviator Badges will wear their skill badges on the Class A and Class B uniforms.

h. Wear of Foreign Individual/Unit Awards and Badges will be IAW AR 670-1, paragraphs 28-6h, 28-6i and 28-19.

i. Wear of Army Physical Fitness Uniform (PFU). The Army PFU will be worn IAW AR 670-1, paragraph 13. The only exception to this policy is, unit Commanders may authorize the wear of distinctive unit T-shirts displaying appropriate unit insignia, badges or motto. Shirts must be of a uniform color (i.e., black, blue, and grey). All personnel will wear the same shirt for unit PT.

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j. Eyeglasses. Eyeglasses worn by personnel will conform to the standards set forth in AR 670-1, paragraph 1-15. Safety glasses or safety sunglasses (i.e., Razor, Gargoyle, etc.) for use in mission related operations are not acceptable for wear on a daily basis as part of the duty uniform.

5. Point of contact for this memorandum is CSM Maples, Battalion Command Sergeant Major, DSN 471-9073.

6. Efficient and Effective.

PATRICK J. KELLY  
LTC, OD  
Commanding

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